

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
ADDRESS_1	Element	DESCRIPTION: Contact person's street address. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is third under CONTACT.	PCDATA		
ADDRESS_2	Element	DESCRIPTION: Contact person's street address. OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is fourth under CONTACT	PCDATA		
ANNUAL_REPORT_URL	Element	DESCRIPTION: URL for the location of your company's annual report OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the thirteenth under COMPANY_INFORMATION	PCDATA		
ANNUAL_REVENUE	Element	DESCRIPTION: The range of your company's last years annual Revenue. Attached ATTRIBUTE "Range". OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is 3rd under the ELEMENT COMPANY_INFORMATION	EMPTY		
Range	Attribute	DESCRIPTION: The range for the ELEMENT ANNUAL_REVENUE. If your annual revenue falls on a number that is in both ranges, roundup. OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained within the ELEMENT ANNUAL_REVENUE EXAMPLE: Your company's annual revenue was 1 million last year. Round upward to the "Range" 1-5million.	List	less-than-0 0-500K 500K-1million 1-5million 5-10million 10-20million 20-40million 40-80million above-80million	REQUIRED
AVERAGE_PAST_5_YRS	Element	DESCRIPTION: The average percentage COMPANY_GROWTH your company has achieved in the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 8 digits. Can be a decimal number. HIERARCHY: This ELEMENT is the first under the ELEMENT COMPANY_GROWTH.	PCDATA Decimal Number		

DTD SPECIFICATION GUIDE

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CERTIFICATION	Element	DESCRIPTION: The Certification type under which your company performed for this specific program or contract OCCURANCE: This ELEMENT is optional CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is the eighth under PROGRAM. This ELEMENT contains the ATTRIBUTE Cert_Name	EMPTY		
Cert_Name	Attribute	DESCRIPTION: Describes the certification for this specific program or contract. OCCURANCE: This ATTRIBUTE is optional CHARACTERS: This ATTRIBUTE has a fixed number of characters. HIERARCHY: This Attribute is contained within the ELEMENT CERTIFICATION	List	SEI_1 SEI_2 SEI_3 SEI_4 SEI_5 ISO9000 ISO9001 ISO9002 ISO9003	REQUIRED
CITY	Element	DESCRIPTION: Contact person's city name. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is fifth under CONTACT	PCDATA		
COMPANY_GROWTH	Element	DESCRIPTION: The percentage dollar growth your company has achieved in the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the sixth under the ELEMENT COMPANY_INFORMATION. This ELEMENT contains the ELEMENTS; AVERAGE_PAST_5_YRS and GROWTH_NARRATIVE			
COMPANY_INCEPTION	Element	DESCRIPTION: The year in which your company was founded OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: This ELEMENT has exactly four (4) digits HIERARCHY: This ELEMENT is the second under COMPANY_INFORMATION EXAMPLE: 1980	PCDATA Year Format YYYY		

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
COMPANY_INFORMATION	Element	DESCRIPTION: This ELEMENT and the ELEMENTS under describe your company information OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is the Second under the ROOT ELEMENT. It contains the ELEMENTS; COMPANY_NAME, COMPANY_INCEPTION, ANNUAL_REVENUE, NUM_GOV_T_CONTRACT_PAST_5YRS, NUM_COM_CONTRACT_PAST_5_RS, COMPANY_GROWTH, CORE_COMPETENCIES, EMPLOYEES, VALUES_MISSION_STATEMENT_URL, HONOR_AWARDS, WHITE_PAPERS, PRESS_RELEASES, ANNUAL_REPORT_URL, COMPANY_URL, and COMPANY_NARRATIVE			
Socio_Economic_Factors	Attribute	DESCRIPTION: Contains the Socio-Economic factors of your company. OCCURANCE: This ATTRIBUTE must occur one (1) time. CHARACTERS: None. HIERARCHY: This ATTRIBUTE is contained within the ELEMENT COMPANY_INFORMATION.	List	Small smalldisadvantagedwomanowned large, womanownedsmalldisadvantaged	REQUIRED
COMPANY_MEMBER_QUALIFICATIONS	Element (Root)	DESCRIPTION: This is the ROOT ELEMENT for this XML Document. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ROOT ELEMENT contains the ELEMENTS; CONTACT_XML, COMPANY_INFORMATION, ITSP_INFORMATION, ITSP_BPA HOLDER_ONLY, PROGRAM_EXPERIENCE, and ITSP_ORDERING_INFORMATION			
COMPANY_NAME	Element	DESCRIPTION: Your company's name OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 125 characters HIERARCHY: This Element is the first ELEMENT under COMPANY_INFORMATION	PCDATA		
COMPANY_NARRATIVE	Element	DESCRIPTION: General description about your Company. OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 2000 characters HIERARCHY: This ELEMENT is the fifteenth under COMPANY_INFORMATION	PCDATA		

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
COMPANY_URL	Element	DESCRIPTION: The URL location of your company's web page OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the fourteenth under COMPANY_INFORMATION	PCDATA		
COMPETENCY	Element	DESCRIPTION: Information for the core competencies or business areas of your company OCCURANCE: This Element must occur one (1) time, then may occur any number of time after CHARACTERS: None HIERARCHY: This is the first ELEMENT under CORE_COMPETENCIES. ELEMENTS; CORE_NAME_PREDEFINED, CORE_NAME_FREEFORM, CORE_CERTIFICATION, AND CORE_NARRATIVE			
CONTACT	Element	DESCRIPTION: Contact information for your company OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the first under HOLDER_CONTACT_INFORMATION, PROGRAM_REFERENCE_CONTACT and ITSP_CONTACT. This ELEMENT contains the ELEMENTS; CONTACT_NAME, CONTACT_TITLE, ADDRESS_1, ADDRESS_2, CITY, STATE POSTAL_CODE, COUNTRY, PHONE, FAX, EMAIL			
CONTACT_NAME	Element	DESCRIPTION: Contact person's name. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is first under CONTACT	PCDATA		
CONTACT_TITLE	Element	DESCRIPTION: Contact person's title OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is second under CONTACT	PCDATA		
CONTACT_XML	Element	DESCRIPTION: Contact person's information who entered in your XML document. OCCURANCE: This ELEMENT must occur One (1) time. CHARACTERS: None HIERARCHY: This ELEMENT is the first entered under the ROOT ELEMENT COMPANY_MEMBER_QUALIFICATIONS. This ELEMENT contains the ELEMENTS; CONTACT_XML_NAME and CONTACT_XML_EMAIL.			

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
CONTACT_XML_EMAIL	Element	DESCRIPTION: The email address for the XML contact person. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 125 characters HIERARCHY: This ELEMENT is the 2nd ELEMENT under CONTACT_XML	PCDATA		
CONTACT_XML_NAME	Element	DESCRIPTION: The name of the person who entered the information in this XML document. This person will be contacted if there are any questions concerning this XML document OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 75 characters HIERARCHY: This Element is the first Element under CONTACT_XML.	PCDATA		
CORE_CERTIFICATION	Element	DESCRIPTION: The certification for your core competency or business unit. OCCURANCE: This ELEMENT is optional CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is the second under COMPETENCY. The ELEMENT contains the ATTRIBUTE Cert_Name.	EMPTY		
Cert_Name	Attribute	DESCRIPTION: This ATTRIBUTE describe the certification of your COMPETENCY and PROGRAM. OCCURANCE: This ATTRIBUTE is optional CHARACTERS: This ATTRIBUTE has a fixed number of characters. HIERARCHY: This Attribute is contained within the ELEMENT CORE_CERTIFICATION and PROGRAM.	List	SEI_1, SEI_2, SEI_3, SEI_4, SEI_5, ISO9000, ISO9001, ISO9002, ISO9003	REQUIRED
CORE_COMPETENCIES	Element	DESCRIPTION: The core competencies or business areas of your company OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: The ELEMENT is after the ELEMENT GROWTH_PAST_5_YRS and before the ELEMENT EMPLOYEES. This ELEMENT contains the ELEMENT COMPETENCY			

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
CORE_NAME_FREEFORM	Element	DESCRIPTION: Name of your core competency or business area. This is filled in only if your COMPETENCY is not in the Attribute list in the ELEMENT CORE_NAME_PREDEFINED OCCURANCE: This ELEMENT can occur 0 or one time. CHARACTERS: This ELEMENT contains a maximum of 75 characters HIERARCHY: This ELEMENT is the second under COMPETENCY	PCDATA		
CORE_NAME_PREDEFINED	Element	DESCRIPTION: Name of your core competency or business area. If your COMPETENCY is not defined in this attribute list Core_Predefined_Terms, enter the name in the ELEMENT, CORE_NAME_FREEFORM OCCURANCE: This ELEMENT can occur 0 or one time. CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is the first under COMPETENCY	EMPTY		
Core_Predefined_Terms	Attribute	DESCRIPTION: This ATTRIBUTE contains the name of your core competency or business area. If your COMPETENCY is not defined in this attribute list, enter the name in the ELEMENT, CORE_NAME_FREEFORM OCCURANCE: This ATTRIBUTE can occur 0 or one time. CHARACTERS: This ATTRIBUTE has a predefined number of characters HIERARCHY: This ATTRIBUTE is first under COMPETENCY	List	acquisition_engineering aeronautical_engineering algorithm_development analysis_and_wargaming business_process_management business_process_reengineering civil_engineering_and_architectur e communications_engineering computer_resources_and_sw_engi neering_support computer_and_physical_security configuration_and_data_managem ent database_development development_planning_and_analy sis domain_engineering education_and_training electromagnetic_compatibility engineering_data_management environmental_engineering facility_acquisition_engineering facility_management financial_and_contract_managem ent guidance_systems hardware_design_and_developme nt human_factors_engineering independent_verification_and_vali dation information_engineering_and_logi	REQUIRED

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
				stic_support information_management information_systems integrated_logistics_support integration_engineering_and_support integration_logistics_support international_business_development logistics management_consulting management_information_system manufacturing_engineering peer_review physical_security pricing_and_cost_analysis_and_estimating program_management program_and_project_management proposal_preparation prototyping quality_assurance_and_test_and_evaluation reliability_and_maintainability_engineering research_and_development reverse_engineering simulation_and_modeling software_capabilities_evaluations software_development software_engineering software_maintenance_and_modification software_quality_assurance_and_testing system_analysis system_engineering system_engineering_and_integration system_implementation system_operations_and_maintenance system_safety_engineering systems_design systems_integration technology_transfer test_and_evaluation training_development troubleshooting	

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
CORE_NARRATIVE	Element	DESCRIPTION: Narrative describing your company's core competency or business area OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 1000 characters HIERARCHY: This ELEMENT is the third under the ELEMENT COMPETENCY	PCDATA		
COUNTRY	Element	DESCRIPTION: Contact person's country OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 20 characters HIERARCHY: This ELEMENT is eighth under CONTACT	PCDATA		
CUSTOMER	Element	DESCRIPTION: Names customer company name for this specific program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is the third under PROGRAM.	PCDATA		
EDUCATION	Element	DESCRIPTION: Describes the education level for a GSA Labor Category. OCCURANCE: This ELEMENT occurs one (1) time. CHARACTERS: Maximum of 2000 characters HIERARCHY: This ELEMENT is the third under LMT_GSA_LABOR_CATEGORIES.	PCDATA		
EMAIL	Element	DESCRIPTION: Contact person's email OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 20 characters HIERARCHY: This ELEMENT is eleventh under CONTACT	PCDATA		
EMPLOYEES	Element	DESCRIPTION: The information about the employees in your company OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the eighth under COMPANY_INFORMATION. This ELEMENT contains the ELEMENTS TOTAL_NUMBER, LABOR_TURNOVER_RATE, PERSONNEL_GROWTH, EMPLOYEE_NARRATIVE, UNIQUE_CERTIFICATIONS, EMPLOYEE_BENEFITS			
EMPLOYEE_BENEFITS	Element	DESCRIPTION: Explains the benefits your company offers to your employees OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is sixth under EMPLOYEES. This ELEMENT contains the ELEMENTS; PROFIT_SHARING, TRAINING, SEMINARS, LONG_TERM_DISABILITY, VACATION_PACKAGE, STANDARD_WORK_WEEK.			

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
EMPLOYEE_NARRATIVE	Element	DESCRIPTION: Narrative about your employees in your company OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: This ELEMENT has the maximum of 1000 characters HIERARCHY: This ELEMENT is the fourth under EMPLOYEES	PCDATA		
END_DATE	Element	DESCRIPTION: The end date for your GSA Labor rate. OCCURANCE: This ELEMENT must occur one (1) time if the RATE_EFFECTIVE_DATES ELEMENT occurs. CHARACTERS: Maximum of 11 characters HIERARCHY: This ELEMENT is the second under RATE_EFFECTIVE_DATES.	PCDATA d Mon yyyy		
EXPERIENCE	Element	DESCRIPTION: Narrative about a GSA Labor Category OCCURANCE: This ELEMENT must occur one (1) time if the LMT_ITSP_LABOR_CATEGORIES ELEMENT occurs. CHARACTERS: Maximum of 2000 characters HIERARCHY: This ELEMENT is second under LMT_ITSP_LABOR_CATEGORIES	PCDATA		
FAX	Element	DESCRIPTION: Contact person's fax number OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 20 characters HIERARCHY: This ELEMENT is tenth under CONTACT	PCDATA		
GROWTH_AVERAGE_PAST_5_YRS	Element	DESCRIPTION: The average Personnel Growth rate percentage your company has achieved in the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 8 digits HIERARCHY: This ELEMENT is the first under the ELEMENT; PERSONNEL_GROWTH	PCDATA Whole Number		
GROWTH_NARRATIVE	Element	DESCRIPTION: Narrative about your company's growth over the past five years. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 1000 characters HIERARCHY: This ELEMENT is the second under COMPANY_GROWTH	PCDATA		
GSA_LABOR_RATE_DESCRIPTION_URL	Element	DESCRIPTION: URL for your company's ITSP GSA Labor Rate Description OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the third under ITSP_ORDERING_INFORMATION.	PCDATA		

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
HOLDER_COMPANY	Element	DESCRIPTION: The information contained in this Element is the name or names of your ITSP BPA Holder and the URL to their Official ITSP Web Site. If your company is a BPA Holder Company, Then you must fill in your companies information, along with any other companies that you are a team member of. OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: None HIERARCHY: This ELEMENT is the first under ITSP__BPA HOLDER_COMPANY. This ELEMENT contains the ELEMENTS HOLDER_COMPANY_NAME, HOLDER_ITSP_URL			
HOLDER_COMPANY_NAME	Element	DESCRIPTION: This ELEMENT names your ITSP holder company's name OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 125 Characters HIERARCHY: This ELEMENT is the first under HOLDER_COMPANY	PCDATA		
HOLDER_CONTACT_INFORMATION	Element	DESCRIPTION: Contact information for the ITSP contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the fourth under ITSP_BPA HOLDER_ONLY. This ELEMENT contains the ELEMENT CONACT			
HOLDER_ITSP_URL	Element	DESCRIPTION: Names your ITSP holder company's ITSP web site URL OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 30 Characters HIERARCHY: This ELEMENT is the second under HOLDER_COMPANY	PCDATA		
HONOR_AWARD	Element	DESCRIPTION: Information of your company's honor or awards OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: None HIERARCHY: This ELEMENT is contained under HONOR_AWARDS. This ELEMENT contains HONOR_AWARD_TITLE, HONOR_AWARD_URL			
HONOR_AWARDS	Element	DESCRIPTION: URLs for your company's honors and awards OCCURANCE: This ELEMENT is optional CHARACTERS: None HIERARCHY: This ELEMENT is the tenth under COMPANY_INFORMATION. This ELEMENT contains the			

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
		ELEMENT HONOR_AWARD			
HONOR_AWARD_TITLE	Element	DESCRIPTION: Title of your company's honor or awards OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is contained under HONOR_AWARDS.	PCDATA		
HONOR_AWARD_URL	Element	DESCRIPTION: URL for the location of your company's honor or awards OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is contained under HONOR_AWARD	PCDATA		
ITSP_BPA HOLDER_COMPANIES	Element	DESCRIPTION: The information contained in this Element is the name or names of your ITSP BPA Holder and the URL to their Official ITSP Web Site. If your company is a BPA Holder Company, Then you must fill in your companies information, along with any other companies that you are a team member of. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the first under ITSP_INFORMATION. This ELEMENT contains the ELEMENT HOLDER_COMPANY			
ITSP_BPA HOLDER_ONLY	Element	DESCRIPTION: This Element is only filled in by an ITSP BPA Holder Company only. If you are not a ITSP BPA Holder Company, skip this ELEMENT OCCURANCE: This ELEMENT is a must for ITSP Holder Company's CHARACTERS: None HIERARCHY: This ELEMENT is fourth under the ROOT ELEMENT COMPANY_MEMBER_QUALIFICATIONS. This ELEMENT contains the ELEMENT; ITSP_TEAM _NARRATIVE, ITSP_TEAM_ORG_CHART_URL, TEAMING_PARTNERS, HOLDER_CONTACT_INFORMATION			

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
ITSP_CONTACT	Element	DESCRIPTION: Information for your company's ITSP contact person OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the first under ITSP_ORDERING_INFORMATION. This ELEMENT contains the ELEMENT CONTACT			
ITSP_GSA_LABOR_DESCRIPTIONS	Element	DESCRIPTION: This ELEMENT contains the information for your companies GSA Labor rate schedule. OCCURANCE: This ELEMENT is optional. Becomes mandatory as of March, 2001. CHARACTERS: Maximum of 2000 characters HIERARCHY: This ELEMENT is seventh under the ROOT ELEMENT COMPANY_MEMBER_QUALIFICATIONS. This ELEMENT contains the ELEMENT LMT_ITSP_GSA_LABOR_CATEGORIES.			
ITSP_GSA_SCHEDULE_URL	Element	DESCRIPTION: URL for your company's ITSP GSA Schedule OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the second under ITSP_ORDERING_INFORMATION.	PCDATA		
ITSP_INFORMATION	Element	DESCRIPTION: Your company's ITSP specific information OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This Element is under the ROOT ELEMENT COMPANY_MEMBER_QUALIFICATIONS. This ELEMENT contains the ELEMENTS; ITSP_BPA HOLDER_COMPANIES, MEMBER_ITSP_URL, ITSP_ORG_CHART_URL			
ITSP_ORDERING_INFORMATION	Element	DESCRIPTION: Information for ordering services from your ITSP contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the sixth under the ROOT ELEMENT COMPANY_MEMBER_QUALIFICATIONS. This ELEMENT contains the ELEMENTS ITSP_CONTACT, ITSP_GSA_SCHEDULE_URL, GSA_LABOR_RATE_DESCRIPTION_URL, and ORDERING_INFO_URL			

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
ITSP_ORG_CHART_URL	Element	DESCRIPTION: Names your company's ITSP organization chart URL OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the third under ITSP_INFORMATION	PCDATA		
ITSP_TEAM_NARRATIVE	Element	DESCRIPTION: the ITSP Team as a whole OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 2000 characters HIERARCHY: This ELEMENT is the first under ITSP_BPA HOLDER_ONLY	PCDATA		
ITSP_TEAM_ORG_CHART_URL	Element	DESCRIPTION: URL for the ITSP Team organization chart OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the second under ITSP_BPA HOLDER_ONLY	PCDATA		
JOB_FUNCTION	Element	DESCRIPTION: Describes the job function of a GSA Labor Category. OCCURANCE: This ELEMENT must occur one (1) time if the LMT_ITSP_LABOR_CATEGORIES ELEMENT occurs. CHARACTERS: Maximum of 2000 characters HIERARCHY: This ELEMENT is fourth under LMT_ITSP_LABOR_CATEGORIES	PCDATA		
KEY_QUALIFYING_FACTORS	Element	DESCRIPTION: The key factors for this specific program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 126 characters HIERARCHY: This ELEMENT is the sixth under PROGRAM	PCDATA		
LABOR_TURNOVER_NARRATIVE	Element	DESCRIPTION: General description about your companys labor turnover rate over the past five years. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 1000 characters HIERARCHY: This ELEMENT is the second under LABOR_TURNOVER_RATES	PCDATA		
LABOR_TURNOVER_RATES	Element	DESCRIPTION: The labor turnover rates for you company for the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the second under EMPLOYEES. This ELEMENT contains the ELEMENTS AVERAGE_PAST_5_YRS and LABOR_TURNOVER_NARRATIVE			

DTD SPECIFICATION GUIDE

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LMT_ITSP_GSA_LABOR_CATEGORIES	Element	DESCRIPTION: Your Companies GSA Labor Category Descriptions. OCCURANCE: This Element Must occur at least one (1) time if the ELEMENT ITSP_GSA_LABOR_DESCRIPTIONS is used. Then any number of times after. CHARACTERS: NONE HIERARCHY: This ELEMENT is the first under the ELEMENT ITSP_GSA_LABOR_DESCRIPTIONS. This ELEMENT contains the ELEMENTS TITEL, EXPERIENCE, EDUCATION, JOB_FUNCTION and LMT_ITSP_GSA_LABOR_RATES			
LMT_ITSP_GSA_LABOR_RATES	Element	DESCRIPTION: This ELEMENT contains the information for the Labor rates for a GSA Labor Category. OCCURANCE: This ELEMENT must occur one (1) time, then any number of times after. CHARACTERS: None HIERARCHY: This ELEMENT is the fifth under LMT_ITSP_GSA_LABOR_CATEGORIES. This ELEMENT contains the ELEMENTS RATE, RATE_EFFECTIVE_DATES, and the Attribute LOCATION.			
LOCATION	Element	DESCRIPTION: Location of the GSA Labor Rate description OCCURANCE: This Element must Occur one (I) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is the third under LMT_ITSP_GSA_LABOR_RATES. This ELEMENT contains the Attribute Location.	EMPTY		
Location	Attribute	DESCRIPTION: This Attribute describes where the work occurs for a specific GSA Labor Category and Rate. OCCURANCE: This ATTRIBUTE must occur one (1) time. CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained in the ELEMENT LOCATION	List	contractor, client, onconus, all	REQUIRED
LONG_TERM_DISABILITY	Element	DESCRIPTION: Does your company offers long term disability to your employees OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is fourth under EMPLOYEE_BENEFITS	EMPTY		

DTD SPECIFICATION GUIDE

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Name	Type	Comment	Type	Allowable Values	Default
Long_Term_Disability	Attribute	DESCRIPTION: This ATTRIBUTE contains a yes or no on whether or not your company offers long term disability for your employees. OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained in the ELEMENT EMPLOYEE_BENEFITS	List	yes ,no	REQUIRED
MEMBER_ITSP_URL	Element	DESCRIPTION: Names your company's ITSP web site OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the second under ITSP_INFORMATION	PCDATA		
NARRATIVE	Element	DESCRIPTION: Narrative for this specific program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 1000 characters HIERARCHY: This ELEMENT is the seventh under PROGRAM	PCDATA		
NUMBER_OF_HOURS_PER_WEEK	Element	DESCRIPTION: The standard work-week for your company OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 8 digits. Can be decimal numbers HIERARCHY: This ELEMENT is the first under STANDARD_WORK_WEEK	PCDATA Decimal Number		
NUM_COM_CONTRACT_PAST_5_YRS	Element	DESCRIPTION: Number of commercial contracts your company has had in the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: The ELEMENT contains a maximum of 8 digits. HIERARCHY: This ELEMENT is the fifth ELEMENT under COMPANY_INFORMATION	PCDATA Whole Number		
NUM_GOVT_CONTRACT_PAST_5YRS	Element	DESCRIPTION: Number of government contracts your company has had in the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: The ELEMENT contains a maximum of 8 digits HIERARCHY: This ELEMENT is the fourth ELEMENT under COMPANY_INFORMATION	PCDATA Whole Number		
ORDERING_INFO_URL	Element	DESCRIPTION: URL for your company's ITSP Ordering Information OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the fourth under ITSP_ORDERING_INFORMATION.	PCDATA		

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
PARTNER_COMPANY_NAME	Element	DESCRIPTION: Your teaming partners company name OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 125 characters HIERARCHY: This ELEMENT is the first under TEAMING_PARTNER.	PCDATA		
PARTNER_XML_CATALOG_URL	Element	DESCRIPTION: Your teaming partner company's URL for their XML catalog OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is the second under TEAMING_PARTNER.	PCDATA		
PERIOD_PERFORMANCE	Element	DESCRIPTION: This ELEMENT names the period of performance for this specific program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 35 characters HIERARCHY: This ELEMENT is the fourth under PROGRAM EXAMPLE: January 1, 1990 - January 1, 1999	PCDATA		
PERSONNEL_GROWTH	Element	DESCRIPTION: The personnel growth for you company for the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the third under EMPLOYEES. This ELEMENT contains the ELEMENTS AVERAGE_PAST_5_YRS, PERSONNE_GROWTH_NARRATIVE			
PERSONNEL_GROWTH_NARRATIVE	Element	DESCRIPTION: General description about your companys personnel growth over the past five years. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 1000 characters HIERARCHY: This ELEMENT is the second under PERSONNEL_GROWTH	PCDATA		
PHONE	Element	DESCRIPTION: Contact person's phone number OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 20 characters HIERARCHY: This ELEMENT is ninth under CONTACT	PCDATA		
POSTAL_CODE	Element	DESCRIPTION: Contact person's postal code OCCURANCE: This ELEMENT is optional CHARACTERS: Maximum of 20 characters HIERARCHY: This ELEMENT is seventh under CONTACT	PCDATA		

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
PRESS_RELEASE	Element	DESCRIPTION: Title and URL's of your company's press releases OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: None HIERARCHY: This ELEMENT is contained under PRESS_RELEASES. this ELEMENT contains PRESS_RELEASE_TITLE, PRESS_RELEASE_URL			
PRESS_RELEASES	Element	DESCRIPTION: Titles and URLs for your company's press releases OCCURANCE: This ELEMENT is optional CHARACTERS: None HIERARCHY: This ELEMENT is the twelfth under COMPANY_INFORMATION. This ELEMENT contains the ELEMENT PRESS_RELEASE			
PRESS_RELEASE_TITLE	Element	DESCRIPTION: Title of your company's Press Release OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is contained under PRESS_RELEASE	PCDATA		
PRESS_RELEASE_URL	Element	DESCRIPTION: URL for the location of your company's Press Release OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is contained under PRESS_RELEASE	PCDATA		
PROFIT_SHARING	Element	DESCRIPTION: Asks whether or not your company offers profit sharing to your employees. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is first under EMPLOYEE_BENEFITS	EMPTY		
Profit_Sharing	Attribute	DESCRIPTION: This ATTRIBUTE contains a yes or no on whether or not your company offers profit sharing for your employees. OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained in the EMPLOYEE_BENEFITS	List	yes, no	REQUIRED

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
PROGRAM	Element	DESCRIPTION: The individual programs or contracts your company had had or has that is related to the ITSP contract OCCURANCE: This Element must occur one (1) time, than can occur any number of times CHARACTERS: None, ATTRIBUTE List HIERARCHY: This is the first and only ELEMENT under PROGRAM_EXPERIENCE. this ELEMENT contains TITLE, TECHNOLOGY_AREAS, CUSTOMER, PERIOD_PERFORMANCE, VALUE, KEY_QUALIFYING_FACTORS, NARRATIVE, CERTIFICATION, PROGRAM_REFERENCE_CONTACT			
Customer_Type	Attribute	DESCRIPTION: This ATTRIBUTE describes who was your company's customer under this specific program. Were or are they a government or commercial customer OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: Fixed number of characters HIERARCHY: This ATTRIBUTE is contained within the ELEMENT PROGRAM	List	government, commercial	government
PROGRAM_EXPERIENCE	Element	DESCRIPTION: Your companies program experience. The programs listed under this ELEMENT should only be programs or contracts relevant to the ITSP contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is fifth under the ROOT ELEMENT COMPANY_MEMBER_QUALIFICATIONS			
PROGRAM_REFERENCE_CONTACT	Element	DESCRIPTION: This ELEMENT the contact information for this specific program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the ninth under PROGRAM. This ELEMENT contains CONTACT			
RATE	Element	DESCRIPTION: Rate of Pay for the specific GSA Labor Title. OCCURANCE: This ELEMENT must occur one (1) time. CHARACTERS: Maximum of 8 digits, of which 2 are decimal places. HIERARCHY: This ELEMENT is the first under LMT_GSA_LABOR_RATES.	PCDATA 100000.23		
RATE_EFFECTIVE_DATES	Element	DESCRIPTION: The Specific information about the labor rates for a specific GSA Title. OCCURANCE: This ELEMENT is optional CHARACTERS: None HIERARCHY: This ELEMENT contains the ELEMENTS			

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
		START_DATE and END_DATE.			
SEMINARS	Element	DESCRIPTION: This ELEMENT asks whether or not your company offers the ability for employees to attend or instruct seminars. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is third under EMPLOYEE_BENEFITS	EMPTY		
Seminars	Attribute	DESCRIPTION: This ATTRIBUTE contains a yes or no on whether or not your company offers attendance or instruction of seminars for your employees. OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained in the EMPLOYEE_BENEFITS	List	yes, no	REQUIRED
SHORT_TERM_DISABILITY	Element	DESCRIPTION: This ELEMENT asks whether or not your company offers short-term disability to your employees. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is fifth under EMPLOYEE_BENEFITS	EMPTY		
Short_Term_Disability	Attribute	DESCRIPTION: This ATTRIBUTE contains a yes or no on whether or not your company offers short term disability for your employees. OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained in the EMPLOYEE_BENEFITS	List	yes ,no	REQUIRED
STANDARD_WORK_WEEK	Element	DESCRIPTION: The standard work week for your company OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is seventh under EMPLOYEE_BENEFITS. This ELEMENT contains the ELEMENTS; NUMBER_OF_HOURS_PER_WEEK, and WORK_WEEK_NARRATIVE.			
STATE	Element	DESCRIPTION: Contact person's state OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 20 characters HIERARCHY: This ELEMENT is sixth under CONTACT	PCDATA		

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
START_DATE	Element	DESCRIPTION: This ELEMENT describes the start date of a specific GSA Labor Title. OCCURANCE: This ELEMENT must occur one (1) time. CHARACTERS: Maximum of 11 characters HIERARCHY: This is the first ELEMENT under RATE_EFFECTIVE_DATES.	PCDATA 1 dec 2000		
TEAMING_PARTNER	Element	DESCRIPTION: Information on your teaming partners OCCURANCE: This ELEMENT must occur one (1) time, then any number of times CHARACTERS: None HIERARCHY: This is the first ELEMENT under TEAMING_PARTNERS. This ELEMENT contains the ELEMENTS PARTNER_COMPANY_NAME, and PARTNER_XML_CATALOG_URL			
TEAMING_PARTNERS	Element	DESCRIPTION: ELEMENTS for naming your ITSP teaming partners OCCURANCE: This ELEMENT is only optional if you DO NOT have any Teaming Partners CHARACTERS: None HIERARCHY: This ELEMENT is the third under ITSP_BPA HOLDER_ONLY. This ELEMENT contains the ELEMENT TEAMING_PARTNER			
TECHNOLOGY_AREAS	Element	DESCRIPTION: Names the technology area for this program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None HIERARCHY: This ELEMENT is the second under PROGRAM. This ELEMENT contains TECHNOLOGY_AREA_PREDEFINED and TECHNOLOGY_AREA_FREEFORM			
TECHNOLOGY_AREA_FREEFORM	Element	DESCRIPTION: Text field for one technology area that is NOT included in the ATTRIBUTE TECHNOLOGY_AREA_PREDEFINES OCCURANCE: This ELEMENT can occur 0 or any number of times CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is the second under TECHNOLOGY_AREA	PCDATA		
TECHNOLOGY_AREA_PREDEFINED	Element	DESCRIPTION: This ELEMENT has an ATTRIBUTE list of predetermined Technology Areas. Please list the closest area. OCCURANCE: This ELEMENT can occur 0 to any number of times. CHARACTERS: None, ATTRIBUTE List HIERARCHY: This ELEMENT is the first under TECHNOLOGY_AREA	EMPTY		

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
Predefined_Terms	Attribute	DESCRIPTION: This ATTRIBUTE is a list of predetermined Technology Areas. Please select the closest area. OCCURANCE: This ELEMENT must occur one (1) time, then any number of times CHARACTERS: A determined number of characters HIERARCHY: This is an ATTRIBUTE for TECHNOLOGY_AREA_PREDEFINED	List	acquisition_engineering aeronautical_engineering algorithm_development analysis_and_wargaming business_process_management business_process_reengineering civil_engineering_and_architectur e communications_engineering computer_resources_and_sw_engi neering_support computer_and_physical_security configuration_and_data_managem ent database_development development_planning_and_analy sis domain_engineering education_and_training electromagnetic_compatibility engineering_data_management environmental_engineering facility_acquisition_engineering facility_management financial_and_contract_managem ent guidance_systems hardware_design_and_developme nt human_factors_engineering independent_verification_and_vali dation information_engineering_and_logi stic_support information_management information_systems integrated_logistics_support integration_engineering_and_supp ort integration_logistics_support international_business_developme nt logistics management_consulting management_information_system manufacturing_engineering peer_review physical_security pricing_and_cost_analysis_and_es timating program_management	REQUIRED

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
				program_and_project_management proposal_preparation prototyping quality_assurance_and_test_and_evaluation reliability_and_maintainability_engineering research_and_development reverse_engineering simulation_and_modeling software_capabilities_evaluations software_development software_engineering software_maintenance_and_modification software_quality_assurance_and_testing system_analysis system_engineering system_engineering_and_integration system_implementation system_operations_and_maintenance system_safety_engineering systems_design systems_integration technology_transfer test_and_evaluation training_development troubleshooting	
TITLE (PROGRAM)	Element	DESCRIPTION: Names the title for a specific program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 76 characters HIERARCHY: This ELEMENT is the first under PROGRAM	PCDATA		
TITLE (LMT_ITSP_GSA_LABOR_CATEGORIES)	Element	DESCRIPTION: This ELEMENT is the title of a specific job title for a GSA LABOR Category. OCCURANCE: This ELEMENT must occur one (1) time. CHARACTERS: Maximum of 2000 characters HIERARCHY: This ELEMENT is the first under LMT_GSA_LABOR_CATEGORIES.	PCDATA		
TOTAL_NUMBER	Element	DESCRIPTION: This ELEMENT has the number of employees your company had as of the last fiscal year OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE List HIERARCHY: This ELEMENT is the first under EMPLOYEES	EMPTY		

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
Number	Attribute	DESCRIPTION: This ATTRIBUTE contains the number of employees your company had as of the last fiscal year OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained in the ELEMENT TOTAL_NUMBER	List	1-25,25-50,50-100,100-250,250-500,500-750,750-1K,1K-5K,5K-10K,10K-15K,15K-20K,20K-25K,25K-30K,30K-35K,35K-40K,40K-45K,45K-50K,50K-above	REQUIRED
TRAINING	Element	DESCRIPTION: Asks whether or not your company offers training OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: None, ATTRIBUTE LIST HIERARCHY: This ELEMENT is second under EMPLOYEE_BENEFITS	EMPTY		
Training	Attribute	DESCRIPTION: This ATTRIBUTE contains a yes or no on whether or not your company offers training for your employees. OCCURANCE: This ATTRIBUTE must occur one (1) time CHARACTERS: This ATTRIBUTE has a fixed number of characters HIERARCHY: This ATTRIBUTE is contained in the EMPLOYEE_BENEFITS	List	yes ,no	REQUIRED
TURNOVER_AVERAGE_PAST_5_YRS	Element	DESCRIPTION: The average Labor Turnover rate percentage your company has achieved in the past 5 years OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 8 digits. Can be decimal number. HIERARCHY: This ELEMENT is the first under the ELEMENT; LABOR_TURNOVER_RATES	PCDATA Decimal Number		
UNIQUE_CERTIFICATION	Element	DESCRIPTION: Your employees unique certification OCCURANCE: This ELEMENT must occur one (1) time, then may occur any number of time after CHARACTERS: Maximum of 35 characters HIERARCHY: This ELEMENT is contained under UNIQUE_CERTIFICATIONS	PCDATA		
UNIQUE_CERTIFICATIONS	Element	DESCRIPTION: Different unique certifications your employees hold OCCURANCE: This ELEMENT is optional CHARACTERS: None HIERARCHY: This ELEMENT is the fifth under EMPLOYEES. This ELEMENT contains the ELEMENT UNIQUE_CERTIFICATION			
VACATION_PACKAGE	Element	DESCRIPTION: The vacation package your company offers your employees. OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 1000 characters HIERARCHY: This ELEMENT is sixth under EMPLOYEE_BENEFITS	PCDATA		

DTD SPECIFICATION GUIDE

Name	Type	Comment	Type	Allowable Values	Default
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Name	Type	Comment	Type	Allowable Values	Default
VALUE	Element	DESCRIPTION: Names the value for this specific program or contract OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 16 characters HIERARCHY: This ELEMENT is the fifth under PROGRAM	PCDATA Whole Number		
VALUES_MISSION_STATEMENT_URL	Element	DESCRIPTION: URL for your companies Values and Mission statement, OCCURANCE: This ELEMENT is optional CHARACTERS: This ELEMENT contains a maximum of 255 characters HIERARCHY: This ELEMENT is the ninth under COMPANY_INFORMATION	PCDATA		
WHITE_PAPER	Element	DESCRIPTION: Information of your company's white paper OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: None HIERARCHY: This ELEMENT is contained under WHITE_PAPERS. This ELEMENT contains WHITE_PAPER_TITLE, WHITE_PAPER_URL			
WHITE_PAPERS	Element	DESCRIPTION: Titles and URLs for your company's white papers OCCURANCE: This ELEMENT is optional CHARACTERS: None HIERARCHY: This ELEMENT is the eleventh under COMPANY_INFORMATION. This ELEMENT contains the ELEMENT WHITE_PAPER			
WHITE_PAPER_TITLE	Element	DESCRIPTION: Title of your company's White Paper OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: Maximum of 75 characters HIERARCHY: This ELEMENT is contained under WHITE_PAPER	PCDATA		
WHITE_PAPER_URL	Element	DESCRIPTION: URL for the location of your company's White Paper OCCURANCE: This ELEMENT must occur one (1) time, then can occur any number of times CHARACTERS: Maximum of 255 characters HIERARCHY: This ELEMENT is contained under WHITE_PAPER	PCDATA		
WORK_WEEK_NARRATIVE	Element	DESCRIPTION: Narrative of the standard work week for your company OCCURANCE: This ELEMENT must occur one (1) time CHARACTERS: Maximum of 1000 characters HIERARCHY: This ELEMENT is the second under STANDARD_WORK_WEEK	PCDATA		